

DISTRICT RURAL DEVELOPMENT AGENCY, RAYAGADA

Letter No: 4304/2018

Date: 6.12.18

QUOTATION CALL NOTICE

Sealed quotations are invited from potential caterers/reputed firms/agencies/event management firms/Hotels for **Supply of Food to participants and VIPs during District Youth Conclave-2018 under Biju Yuva Bahini** at GCD High School Ground, Rayagada on 16<sup>th</sup> December 2018.

Terms and Conditions

The Tender should agree to the following terms and conditions specified here under:

I. The envelope containing the Tenders should be duly superscripted as "**Supply for food for District Youth Conclave-2018 under Biju Yuva Bahini**".

II. **The sealed quotations shall be accepted as per the prescribed Performa only, otherwise the quotation shall be rejected automatically.**

III. Place, date and time of receiving Tender -The sealed tender papers should reach the Project Director, DRDA, Rayagada -765001 through Registered post/Speed Post/Courier only during official hours on or before 12.12.18 time 9.00PM. The authority will not be responsible for any postal delay.

a. Other means of receipt of quotation will be rejected.

b. Quotations received after the stipulated date and time shall be liable for rejection.

IV. **Place date and time of opening of Tender-** The quotation shall be opened on 12.12.18 at 5.00 PM in presence of the Bidders or their authorized representatives who wish to be present at DRDA, Rayagada

V. EMD- The bidder has to submit a Demand Draft of **Rs. 5, 000/- (Rupees fifteen thousand)** only as EMD in favor of **Project Director, DRDA, Rayagada at Rayagada** which shall be refunded to the unsuccessful bidders immediately & the EMD of the successful bidder will be refunded without interest at the time of execution of agreement.

VI. Cost of Tender Papers- **A non-fundable amount of Rs. 200/- (Rupees Two hundred only)** is to be deposited along with the Tender in shape of Demand Draft in favour of **Project Director, DRDA, Rayagada at Rayagada** drawn on any nationalized/scheduled bank payable at Rayagada towards the cost of tender paper. The authority will not be responsible if any portion of downloaded Tender paper differ from the approved Tender paper available in the office of the Project Director, DRDA, Rayagada.

VII. Certificates to be furnished along with the Tender:-

a. Attested photo copy of following shall be enclosed in the Tender:

- GSTIN Certificate registration
- PAN Card
- Experience Certificate

b. The Tenders submitted without above documents is liable for rejection. The attested copies will be verified with the Originals at the time of opening of tender. Therefore the bidders are requested to come with original documents.

VIII. **Security Deposit-**The EMD of successful bidder will be converted as Security Deposit (refundable without interest). The Security Deposit shall be forfeited in case any terms and



conditions of the contract are infringed or the bidder fails to make complete supply satisfactorily or complete the work in time.

IX. The work should be completed within the time frame

X. The Price offered by the firm should include all taxes & other charges.

XI. The "rates offered by the firms should be valid till completion of the programme.

XII. The successful bidder has to sign an Agreement in non-judicial stamped paper minimum worth of Rs.30/- with the undersigned/Authorized Person within 01(one) day after finalization of the Tender prior to issue of work order by Project Director, DRDA, Rayagada. The work should be completed within the time frame.

XIII. The District Youth Conclave-2018 will be held on 16<sup>th</sup> December 2018

XIV. Payment will be made within 15 days only after successful completion of the work.

XV. The Project Director, DRDA, Rayagada reserves the right to accept or reject any or all Tenders, full or part of the Tenders without assigning any reasons what-so-ever and no intimation will be given to the bidders. In this account no disputes will be entertained. Any dispute arises subject to Rayagada Jurisdiction only.

XVI. The Tenders has to supply sufficient manpower to deliver the food items.

The above-described works may be modified during the programme if felt necessary and the firm should be accommodative to these minor changes. The authority will have the right to bifurcate and give the work to one or more firms if felt necessary and can cancel the tender without giving any reason thereof. The tender committee reserves the right not to accept even the L1 tender and go for accepting L-2/L-3 upon its satisfaction from a holistic angle in the best interest of the programme.

A2  
6.12.18

Project Director,  
DRDA, Rayagada

Memo No. 4305/ DRDA,

Dated: 6.12.18

Copy to PA to Collector for kind information of Collector, Rayagada

A2  
6.12.18

Project Director  
DRDA, Rayagada

Memo No. 4306/ DRDA,

Dated: 6.12.18

Copy to DIO, NIC, Rayagada for information and necessary action. He is requested to web-hoist the quotation in district portal.

A2  
6.12.18

Project Director  
DRDA, Rayagada

Memo No. 4307/ DRDA,

Dated: 6.12.18

Copy to Notice Board of Collectorate, Rayagada/ DRDA, Rayagada/ All Blocks/ All Tahasil Offices/All ULBs/ O/o DSO, Rayagada for information and requested to display the notice for wide publication.

A2  
6.12.18

Project Director  
DRDA, Rayagada

**FORMAT for FINANCIAL BID**

**01. Name of the Supplier**

**02. Address**

**03. PAN No.**

**04. Total years of Experience**

**05. Experience Certificate**

(Please submit the proof of Experience)

YES

NO

**06. EMD of Rs.5, 000/-**

DD No.

Date:

**07. Cost of Tender Paper Rs 200/-**

DD No.

Date:

Sl. No	Specifications as mentioned Participants- 1500 VIPs- 100	Item	Rate per Unit. including all taxes & other charges with catering (in Rupees)
1	Supply of lunch	Veg Biryani, Raita, Chana Masala	
2	Supply of Snacks	Veg Soup for VIPs Veg Cutlet, Samosa, Bada & Sweet (each one) containing in one packet, Popcorn	
3	Supply of Dinner	Jira Rice, Dal fry, Chilly Mushroom or Panner, Chicken masala, Khiri & Salad Chicken & Paneer Tika for VIPs	
	<b>Total</b>		

Seal & Signature of the Proprietor